



PORT MOODY PUBLIC LIBRARY BOARD POLICY

Section:	Finance	Policy number:	F4
Policy title:	Fundraising	Approval date:	Mar 3, 1999
		Revision date:	May 13, 2003 Sept 16, 2010 May 21, 2015

1. The objectives of the Library's fundraising activities are to:
 - Raise the profile of the library in the community.
 - Create opportunities for community involvement.
 - Create lifelong partnerships with the internal and external library community.
 - Create a structure to support resource development for the long term needs of the library.
2. Fundraising revenue will only be used to enhance services of the Library and complete special projects in alignment with the Library's vision, mission, values and strategic priorities.
3. The Library Board must approve all fundraising activities and campaigns by or on behalf of Port Moody Public Library.
4. All funds raised will be used for the stated purposes of the fund-raising activity/campaign as determined by the Library Board. All fundraising solicitations shall disclose the purpose for which the funds are being raised.
5. The Library, in all its fundraising activities, will maintain its reputation for open, honest and transparent reporting involving the raising, investment and disbursement of funds. Fundraising costs will be kept to the minimum amount necessary to meet fundraising campaign objectives.
6. If undertaken, fundraising is primarily a responsibility of Library Board trustees, augmented by community volunteers and supported by library staff as deemed appropriate and viable.
7. The Library Board will evaluate the success of its fundraising activities on an annual basis.